

**SALT LAKE CITY AIR ROUTE TRAFFIC CONTROL CENTER (ARTCC)
AND TRACON FACILITIES AT:
BILLINGS TERMINAL RADAR APPROACH CONTROL (TRACON),
BOISE TERMINAL RADAR APPROACH CONTROL (TRACON),
GREAT FALLS TERMINAL RADAR APPROACH CONTROL (TRACON),
HELENA TERMINAL RADAR APPROACH CONTROL (TRACON),
SPOKANE TERMINAL RADAR APPROACH CONTROL (TRACON),
& TWIN FALLS TERMINAL RADAR APPROACH CONTROL (TRACON)
LETTER OF AGREEMENT**

Effective: 10 April 2004

SUBJECT: TERMINAL AREA CONTROL PROCEDURES

PURPOSE: This letter of agreement (LOA) delegates areas of control jurisdiction and established procedures for coordinating air traffic between Salt Lake City ARTCC (ARTCC) and related Terminal Radar Approach Control (TRACON) facilities.

CANCELLATION: Any previous LOA between the ARTCC and related TRACON facilities.

SCOPE: The provision and procedures contained herein are supplemental to those contained in [FAA Order 7110.65](#) and VATSIM/VATUSA policies and procedures.

AIRSPACE DELEGATION: TRACON facilities have continuous jurisdiction of the airspace from the surface up to and including 12,000 feet MSL within the lateral confines as depicted in published sector files.

NOTE: The Spokane TRACON has delegation of airspace within the lateral confines at Missoula Airport.

PROCEDURES: Unless otherwise coordinated, the following procedures shall apply:

1. General Procedures:
 - a. Minimum radar separation required by the ARTCC is 5 nautical miles (NM), constant or increasing.
 - b. Beacon codes are reserved for TRACON use:
 - i. Codes 3130-3157 shall be utilized by the Billings TRACON/ATCT,
 - ii. Codes 0540-0577 shall be utilized by the Boise TRACON/ATCT,
 - iii. Codes 3101-3127 shall be utilized by the Great Falls TRACON/ATCT,
 - iv. Codes 4360-4377 shall be utilized by the Helena TRACON/ATCT,
 - v. Codes 3160-3177 shall be utilized by the Spokane TRACON/ATCT, and
 - vi. Codes 4301-4317 shall be utilized by the Twin Falls TRACON/ATCT.
 - c. Upon opening, the TRACON facility shall notify the ARTCC of the active runway(s) and/or the landing direction.
2. Arrival Procedures:
 - a. The ARTCC shall effect a handoff prior to crossing the lateral boundary of the TRACON's delegated airspace.

- b. A radar handoff and communications transfer constitutes transfer of control for descent and turns up to 30 degrees, either side of assigned route or heading.
 - c. The ARTCC shall clear all arriving aircraft above 13,000 feet MSL to 13,000 feet MSL prior to executing a radar handoff. Aircraft below 13,000 feet MSL need not be coordinated (APREQ'd) as long as the aircraft is flying appropriate altitude for direction of flight.
 - d. If feasible, the ARTCC shall clear all arriving aircraft via a published low altitude airway with transitions to an appropriate instrument approach procedure at the destination airport.
 - e. The ARTCC need not pass arrival time estimates for aircraft that receive a radar handoff.
3. Departure Procedures:
- a. The TRACON may clear departures without coordination.
 - b. The TRACON shall ensure departures are provided a vector or routing which will establish them on the cleared route prior to leaving the lateral boundaries of their delegated airspace.
 - c. The TRACON shall ensure the pilot's requested altitude is correctly displayed in the flight plan of each departure. All aircraft requesting 13,000 feet MSL or higher shall be cleared to 12,000 feet MSL. When the ARTCC accepts a handoff from TRACON, all aircraft shall be cleared to the requested altitude prior to a communication change. It is the responsibility of the ARTCC to coordinate with the TRACON to ensure vertical separation from ARTCC traffic.
4. Continuity of Service:
- a. The ARTCC shall assume control of the airspace delegated to the TRACON whenever the TRACON is closed or unable to provide approach control services.